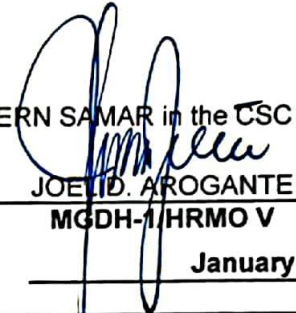


Republic of the Philippines  
**MGO CATARMAN (CAPITAL), NORTHERN SAMAR**  
Request for Publication of Vacant Positions

To: CIVIL SERVICE COMMISSION (CSC)

We hereby request the publication of the following vacant positions, which are authorized to be filled, at the MGO CATARMAN (CAPITAL), NORTHERN SAMAR in the CSC website:

  
JOEL D. AROGANTE  
MGDH-1/HRMO V

Date:

January 10, 2022

No.	Position Title (Parenthetical Title, if applicable)	Plantilla Item No.	Salary/ Job/ Pay Grade	Monthly Salary	Qualification Standards					Place of Assignment
					Education	Training	Experience	Eligibility	Competency (if applicable)	
1	Administrative Aide I (Utility Worker I)	15-30	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office
2	Administrative Aide I (Utility Worker I)	15-29	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office
3	Administrative Aide I (Utility Worker I)	15-35	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office
4	Administrative Aide I (Utility Worker I)	20-49	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
5	Administrative Aide I (Utility Worker I)	12-46	01	12034	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Health Office
6	Administrative Aide I (Utility Worker I)	15-21	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office
7	Administrative Aide I (Utility Worker I)	11-10	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Civil Registrar Office
8	Administrative Aide I (Utility Worker I)	15-28	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office
9	Administrative Aide I (Utility Worker I)	15-36	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office

10	Administrative Aide I (Utility Worker I)	20-34	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
11	Administrative Aide I (Utility Worker I)	20-20	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
12	Administrative Aide I (Utility Worker I)	16-14	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster and Risk Reduction Management Office
13	Administrative Aide I (Utility Worker I)	15-37	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resources Office
14	Administrative Aide I (Utility Worker I)	16-13	01	10831	Must be able to read and write	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster and Risk Reduction Management Office
15	Administrative Aide I (Utility Worker I)	14-19	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Agriculture and Extension Services Office
16	Administrative Aide I (Utility Worker I)	16-18	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster Risk Reduction and Management Office
17	Administrative Aide I (Utility Worker I)	16-19	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster Risk Reduction and Management Office
18	Administrative Aide I (Utility Worker I)	10-16	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Engineering Office
19	Administrative Aide I (Utility Worker I)	20-50	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	office of the Economic Enterprise
20	Administrative Aide I (Utility Worker I)	15-22	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
21	Administrative Aide I (Utility Worker I)	20-51	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
22	Administrative Aide I (Utility Worker I)	15-17	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
23	Administrative Aide I (Utility Worker I)	15-23	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
24	Administrative Aide I (Utility Worker I)	15-35	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
25	Administrative Aide I (Utility Worker I)	15-26	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office

26	Administrative Aide I (Utility Worker I)	12-47	01	12034	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Health Office
27	Administrative Aide I (Utility Worker I)	17-8	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Human Resource Management and Development Office
28	Administrative Aide I (Utility Worker I)	20-64	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
29	Administrative Aide I (Utility Worker I)	20-52	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
30	Administrative Aide I (Utility Worker I)	20-33	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
31	Administrative Aide I (Utility Worker I)	20-19	01	10831	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Office of the Economic Enterprise
32	Metro Aide I	15-11	02	11511	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
33	Metro Aide I	15-39	02	11511	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
34	Metro Aide I	15-42	02	11511	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
35	Metro Aide I	15-43	02	11511	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
36	Metro Aide I	15-44	02	11511	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
37	Metro Aide II	15-34	04	12960	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
38	Park Attendant I	15-38	02	11511	Must be able to read and write	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Environment and Natural Resource Office
39	Administrative Aide II (Messenger)	17-10	02	11511	Elementary School Graduate	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Human Resource Management and Development Office
40	Administrative Aide II (Reproduction Machine Operator I)	11-11	02	11511	Elementary School Graduate	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Civil Registrar Office
41	Administrative Aide II (Reproduction Machine Operator I)	07-5	02	11511	Elementary School Graduate	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Accounting Office

42	Administrative Aide II (Bookbinder I)	11-4	02	11511	Elementary School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 - Cat. III)	NONE	Municipal Civil Registrar Office
43	Administrative Aide II (Bookbinder I)	11-5	02	11511	Elementary School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Civil Registrar Office
44	Traffic Aide I	18-13	03	12215	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Public Order and Safety Office
45	Traffic Aide I	18-14	03	12215	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Public Order and Safety Office
46	Traffic Aide I	18-19	03	12215	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Public Order and Safety Office
47	Traffic Aide I	18-20	03	12215	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Public Order and Safety Office
48	Traffic Aide II	18-11	05	13748	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Public Order and Safety Office
49	Traffic Aide III	18-3	07	15461	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Public Order and Safety Office
50	Cook I	13-9	03	12215	Elementary School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Social Welfare and Development Office
51	Security Guard I	18-12	03	12215	High School Graduate	None required	None required	Security Guard License (MC 10, s. 2013 Cat. IV)	NONE	Municipal Public Order and Safety Office
52	Security Guard I	18-15	03	12215	High School Graduate	None required	None required	Security Guard License (MC 10, s. 2013 Cat. IV)	NONE	Municipal Public Order and Safety Office
53	Security Guard I	18-16	03	12215	High School Graduate	None required	None required	Security Guard License (MC 10, s. 2013 Cat. IV)	NONE	Municipal Public Order and Safety Office
54	Security Guard I	18-17	03	12215	High School Graduate	None required	None required	Security Guard License (MC 10, s. 2013 Cat. IV)	NONE	Municipal Public Order and Safety Office
55	Security Guard I	18-18	03	12215	High School Graduate	None required	None required	Security Guard License (MC 10, s. 2013 Cat. IV)	NONE	Municipal Public Order and Safety Office
56	Administrative Aide III (Clerk I)	06-11	03	12215	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	NONE	Municipal Assessor's Office
57	Lifeguard	16-18	03	12215	Elementary School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster Risk Reduction and Management Office
58	Lifeguard	16-19	03	12215	Elementary School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster Risk Reduction and Management Office

59	Lifeguard	16-20	03	12215	Elementary School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Disaster Risk Reduction and Management Office
60	Dental Aide	12-31	04	14400	High School Graduate	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Health Office
61	Tax Mapping Aide	05-19	04	12960	High School Graduate or completion of relevant vocational/trade course	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Treasurer's Office
62	Tax Mapping Aide	05-21	04	12960	High School Graduate or completion of relevant vocational/trade course	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Treasurer's Office
63	Engineering Aide	10-6	04	12960	High School Graduate or completion of relevant vocational/trade course	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Engineering Office
64	Engineering Aide	10-18	04	12960	High School Graduate or completion of relevant vocational/trade course	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Engineering Office
65	Engineering Aide	10-19	04	12960	High School Graduate or completion of relevant vocational/trade course	None required	None required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Engineering Office
66	Administrative Aide IV (Driver II)	10-9	04	12960	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Engineering Office
67	Administrative Aide IV (Driver II)	16-10	04	12960	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Disaster and Risk Reduction Management Office
68	Administrative Aide IV (Driver II)	16-9	04	12960	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Disaster and Risk Reduction Management Office

69	Administrative Aide IV (Driver II)	15-40	04	12960	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Environment and Natural Resources Office
70	Administrative Aide IV (Driver II)	13-8	04	12960	Elementary School Graduate	None required	None required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Social Welfare and Development Office
71	Administrative Aide IV (Driver II)	06-15	04	12960	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Assessor's Office
72	Administrative Aide IV (Driver II)	16-15	04	12960	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Disaster Risk Reduction and Management Office
73	Administrative Aide IV (Driver II)	16-16	04	12960	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Disaster Risk Reduction and Management Office
74	Administrative Aide IV (Driver II)	10-12	04	12960	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Engineering Office
75	Administrative Aide IV (Driver II)	15-41	04	12960	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Environment and Natural Resource Office
76	Administrative Aide IV (Driver II)	12-36	04	14400	Elementary School Graduate	None Required	None Required	Professional Driver's License (MC 10, s. 2013 - Cat. IV)	NONE	Municipal Health Office
77	Instrumentman	10-20	05	13748	High School Graduate or completion of relevant vocational/trade course	None Required	None Required	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Engineering Office
78	Revenue Collection Clerk I	20-41	05	13748	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	NONE	Office of the Economic Enterprise
79	Revenue Collection Clerk I	20-42	05	13748	Completion of two years studies in college	None required	None required	Career Service (Subprofessional) First Level Eligibility	NONE	Office of the Economic Enterprise

80	Administrative Aide VI (Electronics and Communications Equipment Technician I)	12-45	06	16200	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Health Office
81	Administrative Aide VI (Electronics and Communications Equipment Technician I)	12-44	06	16200	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Health Office
82	Administrative Aide VI (Electronics and Communications Equipment Technician I)	12-43	06	16200	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Health Office
83	Administrative Aide VI (Electronics and Communications Equipment Technician I)	13-7	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None required	None required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Social Welfare and Development Office
84	Administrative Aide VI (Electronics and Communications Equipment Technician I)	07-8	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Accounting Office
85	Administrative Aide VI (Electronics and Communications Equipment Technician I)	17-5	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Human Resource Management and Development Office
86	Administrative Aide VI (Electronics and Communications Equipment Technician I)	20-7	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Office of the Economic Enterprise

87	Administrative Aide VI (Electronics and Communications Equipment Technician I)	20-8	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Office of the Economic Enterprise
88	Administrative Aide VI (Electronics and Communications Equipment Technician I)	20-25	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Office of the Economic Enterprise
89	Administrative Aide VI (Electronics and Communications Equipment Technician I)	20-38	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Office of the Economic Enterprise
90	Administrative Aide VI (Electronics and Communications Equipment Technician I)	20-55	06	14580	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	None Required	None Required	Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Office of the Economic Enterprise
91	Administrative Assistant IV (Bookbinder IV)	17-3	10	19085	Elementary School Graduate	8 hours of relevant training	2 years of relevant experience	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Human Resource Management and Development Office
92	Administrative Assistant IV (Bookbinder IV)	13-3	10	19085	Elementary School Graduate	8 hours of relevant training	2 years of relevant experience	No Eligibility (MC 10, s. 2013 Cat. III)	NONE	Municipal Social Welfare and Development Office
93	Administrative Officer I (Record Officer I)	06-14	10	21489	Bachelor's degree	None required	None required	Municipal Assessor's Office	NONE	Municipal Assessor's Office
94	Administrative Assistant V (Electronics and Communications Equipment Technician III)	17-9	11	21489	Completion of two years studies in college or High School Graduate with relevant vocational/trade course	8 hours of relevant training	2 years of relevant experience	Career Service (Subprofessional) Electronics Equipment Technician (MC 10, s. 2013 Cat. II)	NONE	Municipal Human Resource Management and Development Office
95	Licensing Officer I	19-3	11	21489	Bachelor's degree	None required	None required	Career Service (Professional) Second Level Eligibility	NONE	Business Permit and Licensing Office



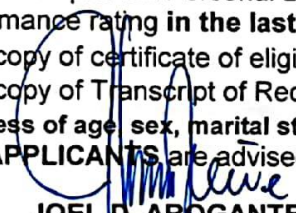
96	Tax Mapper I	06-4	11	21489	Bachelor's degree relevant to the job	None Required	None Required	Career Service (Professional) Second Level Eligibility	NONE	Municipal Assessor's Office
97	Youth Development Officer II	13-11	14	27719	Bachelor's degree	4 hours of relevant training	1 year of relevant experience	Career Service (Professional) Second Level Eligibility	NONE	Municipal Social Welfare and Development Office
98	Nurse I	12-48	15	33575	Bachelor of Science in Nursing	None required	None required	RA 1080	NONE	Municipal Health Office
99	Nurse I	12-49	15	33575	Bachelor of Science in Nursing	None required	None required	RA 1080	NONE	Municipal Health Office

Interested and qualified applicants should signify their interest in writing. Attach the following documents to the application letter and send to the address below not later than **January 25, 2022**.

1. Fully accomplished Personal Data Sheet (PDS) with recent passport-sized picture (CS Form No. 212, Revised 2017) which can be downloaded at [www.csc.gov.ph](http://www.csc.gov.ph);
2. Performance rating **in the last rating period** (if applicable);
3. Photocopy of certificate of eligibility/rating/license; and
4. Photocopy of Transcript of Records.

**\*Regardless of age, sex, marital status, race, religious/ethical belief, appearance, gender orientation/preference, regional/ethnic origin, disability, political affiliation, and family status**

**QUALIFIED APPLICANTS** are advised to hand in or send through courier/email their application to:

  
**JOEL D. AROGANTE**  
 \_\_\_\_\_  
 MGDH-1/HRMO V  
 \_\_\_\_\_  
 LGU Catarman  
 \_\_\_\_\_  
[jl.delorino2020@yahoo.com](mailto:jl.delorino2020@yahoo.com)  
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**APPLICATIONS WITH INCOMPLETE DOCUMENTS SHALL NOT BE ENTERTAINED.**